

# Federal Advisory Committee (FAC) Membership Balance Plan

Please read the Federal Advisory Committee Membership Balance Plan Guidance prior to completing this form

<b>U.S. DEPARTMENT OF THE INTERIOR</b>
<b>(1) FEDERAL ADVISORY COMMITTEE NAME</b> <i>State the legal name of the FAC</i>
Advisory Committee on Water Information (ACWI).
<b>(2) AUTHORITY</b> <i>Identify the authority for establishing the FAC</i>
The ACWI will operate in conformance with the Office of Management and Budget (OMB) Memorandum No. M 92 01, dated December 10, 1991, and The Organic Act of March 3, 1879 (43 U.S.C. 31 et seq.), that established the Geological Survey, as amended (1962), and restated in annual appropriation acts. Establishment is in accordance with the provisions of the Federal Advisory Committee Act (FACA), as amended, 5 U.S.C. App 2.
<b>(3) MISSION/FUNCTION</b> <i>Describe the mission/function of the FAC</i>
The ACWI advises the Federal Government, through the Department of the Interior (Interior), U.S. Geological Survey (USGS), on coordination of Federal water information programs. The purpose of the ACWI is to represent the interests of water-information users and professionals in advising the Federal Government on activities and plans related to Federal water-information programs and the effectiveness of those programs in meeting the Nation's water-information needs. ACWI members foster better communication between the Federal and non-Federal sectors on water-information acquisition, information sharing, and related technology transfer.
<b>(4) POINTS OF VIEW</b> <i>Based on understanding the purpose of the FAC,</i> <i>(a) describe the process that will be used to ensure the committee is balanced, and identify the categories (e.g. individual expertise or represented interests) from which candidates will be considered;</i> <i>(b) consider identifying an anticipated relative distribution of candidates across the categories; and</i> <i>(c) explain how a determination was made to appoint any individuals as Special Government Employees or Representative members</i>
<p>The ACWI will have a maximum of 35 members. Members will represent the interests of water-oriented organizations, including Federal, state, and other government agencies, professional and technical societies, the academic community, and the private sector. These members will be selected from among, but not limited to, the following groups:</p> <p>Federal agencies</p> <p>Professional water-related associations</p> <p>State and county water-related associations</p> <p>Academia</p> <p>Private industry</p> <p>Water utility associations</p> <p>Civil engineering societies</p> <p>Watershed and land conservation associations</p> <p>Ecological societies</p>

Lake, coastal, and ocean associations

Environmental and educational groups

The Assistant Secretary for Water and Science or designee will chair the ACWI. The Alternate Chair will be the Associate Director for Water of the USGS. The Chief, WICP will be the Executive Secretary.

The Secretary will appoint members and their alternates to the ACWI to serve a 4 year term. Members are expected to participate in ACWI meetings and activities. All members serve at the pleasure of the Secretary.

Members appointed from industry associations or coalitions will represent the interests of that group and will be appointed as Representative members; Federal employee members will be designated as Regular Government Employees; and members appointed in their capacity as experts will be appointed as Special Government Employees.

#### (5) OTHER BALANCE FACTORS

*List any other factors your agency identifies as important in achieving a balanced FAC*

None

#### (6) CANDIDATE IDENTIFICATION PROCESS

*Summarize the process intended to be used to identify candidates for the FAC, key resources expected to be tapped to identify candidates and the key persons (by position, not name) who will evaluate FAC balance. The summary should:*

- (a) describe the process*
- (b) identify the agency key staff involved (by position, not name)*
- (c) briefly describe how FAC vacancies, if any, will be handled by the agency; and*
- (d) state the membership term limit of FAC members, if applicable*

In order to obtain members, the Department of the Interior announces a 30-day open call for nominations period in the Federal Register and the DFO will solicit candidate names from the Federal agencies.

The DFO will develop a candidate list that will be evaluated by the Director of the U.S. Geological Survey (for relevant experience/expertise), A short list of the best qualified candidates for each technical area, as well as the most relevant associations, will be developed and discussed with the Assistant Secretary for Water and Science.

The resulting top candidates will be vetted by the White House Liaison and approved for appointment. Formal letters of invitation to serve on the Committee will be extended by the Secretary.

A vacancy on the Committee will be filled in the same manner in which the original appointment was made.

Members serve for 4-year terms.

#### (7) SUBCOMMITTEE BALANCE

*Subcommittees subject to FACA\* should either state that the process for determining FAC member balance on subcommittees is the same as the process for the parent FAC, or describe how it is different*

*\*This is relevant to those agencies that require their subcommittees to follow all FACA requirements.*

Subcommittees are not subject to FACA because they are not providing advice directly to a Federal Officer of the Department of the Interior. All advice or work products go directly to the parent Committee for review, consideration and deliberation at a FAC meeting before being submitted to the Department of the Interior through the DFO.

**(8) OTHER**

*Provide any additional information that supports the balance of the FAC*

**Not applicable.**

**(9) DATE PREPARED/UPDATED**

*Insert the actual date the Membership Balance Plan was initially prepared, along with the date(s) the Plan is updated*

**06/01/2012**